HOME SECRETARIAT

Delegation of Financial and Special Powers to the Officers of the Prisons Department

READ :—

Letter No. Act. 1/F. POWERS/1972, dated the 13th May 1972, from the Inspector General of Prisons.

ORDER No. HD 23 PRM 72, BANGALORE, DATED 3RD NOVEMBER 1972.

In accordance with the policy of Government to delegate administrative, financial and special powers to the Heads of Departments and other sub ordinate officers with a view to achieving more efficient, quicker and prompt disposal of work at the departmental level, financial and other special powers as in the statements I and II appended to this Order are delegated to the Inspector General of Prisons, Deputy Inspector General of Prisons and Superintendents of Jails, with immediate effect.

This issues with the concurrence of Finance Department in their U.O. Note No. FD 1325 COD 72, dated 23rd August 1972.

By Order and in the name of the Governor of Mysore.

K. S. L. SASTRY,
Under Secretary to Government,
Home Department.

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ANNEXURE TO G.O. No. HD 23 PRM 72, BANGALORE, DATED 3RD NOVEMBER 1972.

PRISONS DEPARTMENT

Statement I

Financial Powers

Power No.	Financial Powers	Existing	Proposed	
		I. G. of Prisons	I.G. of Prisons	Dy. I.G. of Prisons
1	2	3	4	5
1	Sanctioning investigation by the Accountant General of arrear claims of non-Gazetted staff. ...	5 years	5 years	
2	Sanctioning promotions, etc. of non-gazetted staff with retrospective effect. ...	3 years	3 years	
3	Sanctioning payment of arrear claims of contingent charges etc....	3 years	3 years	
4	Sanctioning refunds of Revenue. ...	Full powers	Full powers	
5	Declaring stores as obsolete, surplus or unserviceable and disposing of. —	Rs. 500 each time Rs. 2,500 per annum	Rs. 1,000 each time Rs. 5,000 per annum	Rs. 250 each time Rs. 1,500 per annum
6	Sanctioning House Building, House Purchase or House Repair Advance to non-gazetted staff. ...	Full powers	Full powers	
7	Sanctioning Bicycle Purchase Advance to non-gazetted staff. ...	Full powers	Full powers	
8	Sanctioning write off of Stores or Government money lost, items of departmental revenue and amounts of loans and advances found irrecoverable. ...	Rs. 500 each time Rs. 2,500 per annum	Rs. 500 each time Rs. 2,500 per annum	Rs. 100 each time Rs. 1,000 per annum
9	Sanctioning reappropriation of Budget grants. ...	Rs. 20,000 per annum	Rs. 20,000 per annum	
10	Prescribing security for custody of Government cash or Stores by sub-ordinate staff. ...	Full powers	Full powers	
11	Sanctioning permanent advance to offices for contingent of expenditure. ...	Full powers	Full powers	

12	Sanctioning advances of examination fees to staff appearing for examinations. ...	Full powers	Full powers	Full powers
13	Sanctioning expenditure on publication of official advertisements in newspapers. ...	Rs. 100 each case	Rs. 100 each case	Rs. 50 each case
14	Sanctioning employment of unskilled part-time menials in subordinate offices. ...	Rs. 30 per month	Rs. 50 per month	...
15	Sanctioning purchase of books and periodicals required for the Department. ...	Full powers	Full powers	Rs. 100 each time Rs. 1,500 per annum
16	Sanctioning charges for repairs to office bicycles. ...	Full powers	Full powers	Rs. 200 each time
17	Purchase of Government of India Publications and Administrative Reports etc., of other States. ...	Full powers	Full powers	
18	Sanctioning purchase of clocks, time piece, furniture and other articles of office equipment. ...	Rs. 500 each time	Rs. 2,500 each time	
19	Sanctioning cart hire in excess of the prescribed rates for conveyance of office records. ...	Full powers	Full powers	Full powers
20	Sanctioning charges for Section writing. ...	Full powers	Full powers	...
21	Authorising the purchase of diaries for the use of subordinate staff	Full powers	Full powers	...
22	Sanctioning repairs of clocks, time-piece, furniture and other articles of office equipment. ...	Rs. 500 each time	Rs. 1,500 each time	Rs. 600 each time
23	Sanctioning hot and cold weather charges for offices. ...	Rs. 200 per annum	Rs. 200 per annum	
24	Sanctioning purchase of toposheets and maps for offices ...	Full powers	Full powers	Full powers
25	Permitting in special circumstances remittance by M.O. of pay, travelling allowance and contingencies of Government employees.	Full powers	Full powers	Rs. 100 per annum
26	Sanctioning free supply or purchase of Government publications to offices from Government Book Depot. ...	Rs. 10 each time Rs. 50 per annum (Each office)	Rs.10 each time, Rs.50 each office per annum	
27	Sanctioning th hiring of private buildings and lands for departmental use. ...	Rs. 200 each per month 3 years	Rs. 200 each per month 3 years	

1	2	3	4	
28	Sanctioning local purchase of Stationery articles for offices ...	Rs. 50 each time Rs. 250 per annum	Rs. 150 each time Rs. 2,500 per annum	Rs. 100 each time Rs. 1,500 per annum
29	Sanctioning charges for shifting Telephones ...	Full powers	Full powers	Full powers
30	Sanctioning repairs of Government tents. ...	Full powers	Full powers	Full powers
31	Sanctioning repairs to typewriters, duplicators and calculating machines of office. ...	Rs.100 each time per annum	Rs. 250 each machine per annum	Rs. 100 each machine per annum
32	Sanctioning expenditure for participating in Dasara or other important State Exhibitions. ...	Rs. 1,000 per annum	Rs. 1000 per annum	
33	Sanctioning expenditure for participating in District and other exhibitions within the state. ...	Rs. 250 each case	Rs. 500 each case	
34	Sanctioning charges for publication of hand books and leaflets.	Full powers	Full powers	Rs. 50 each time.
35	Sanctioning refund of wrong or excess credits. ...	Full powers	Full powers	Rs. 100 each case
36	Authorising journeys of subordinate staff beyond of the limits of their charge within the State. ...	Full powers	Full powers	...
37	Authorising journeys of subordinate staff beyond the limits of their charge outside the State within India. ...	Non-gazetted officers Full powers	Full powers	...
38	Sanctioning acceptance of remuneration by subordinate staff for work as examiners for various examinations. ...	Full powers	Full powers	...
39	Sanctioning acceptance of fees by subordinate staff from non-Government sources. ...	Non Gazetted Officers Full powers Gazetted Officers Rs. 250 cash case	Full powers	...
40	Sanctioning incharge arrangements in vacant posts or in place of absentees.	Non-Gazetted Officers 4 months (leave vacancy) Gazetted officers whose max. pay does not exceed Rs 800, 3 months (Leave vacancy).	Non-Gazetted officers 1 year, Gazetted officers 4 months (leave vacancy).	Non-Gazetted Officers 6 months

41	Sanctioning extension of joining time to non-Gazetted staff. ...	(a) 15 days (b) 7 days Store Keeper	(a) 30 days (b) 15 days For Store Keeper
42	Sanctioning retirement of non-Gazetted Staff on their attaining the age of 55. ...	Full powers	Full powers
43	Sanctioning allowances to non-Gazetted staff reinstated after dismissal or removal from service for the period of such dismissal or removal. ...	6 months	1 year
44	Santioning maternity leave to married women Government servants. ...	Gazetted officers 1 month Non-gazetted Officers 2 months. Plus 1 extra month on Medical Certificate.	Gaz-Officers 1 month-Non-Gaz. Officers 2 months plus 1 extra month on Medical certificates.
45	Granting to Non-Gazetted staff refused leave or leave newly earned, or both during extension of service. ...	120 days	120 days
46	Sanctioning leave (other than special disability leave leave preparatory to retirement and refused leave), to subordinate staff.	Gaz Officers whose Max. pay exceeds Rs. 800 2 months Other Gazetted Officers 3 months, Non-gazetted Officers Full powers	Gaz. Officers 3 months Non Gazetted Officers Full powers
47	Sanctioning disubursement of arrears of leave salary to non-gazetted staff. ...	Full powers	Full powers
48	Ordering retirement on invalid pension of non-gazetted staff. ...	Full powers	Full powers
49	Condoning delay in submitting pension application by retired non-Gazetted staff. ...	Full powers	Full powers
50	Sanctioning pensions to non-gazetted staff retired or due to retire. ...	Full powers	Full powers
51	Sanctioning deputation of non-Gazetted staff to State owned Industrial concerns. ...	Full powers	Full powers

1	2	3	4	5
52	Declaring the shortest route between two places in the case of journeys of subordinate staff. ...	Full powers	Full powers	...
53	Permitting road journeys between places connected by Railway in the case of subordinate staff. ...	...	Full powers	...
54	Sanctioning in exceptional cases, road Metreage both way for road journeys made by subordinate staff between places connected by railway. ...	...	Full powers	...
55	Sanctioning daily allowances for halts on tour exceeding 10 days at a place to subordinate staff. ...	Non-gazetted officers 30 days	Non-Gazetted Officers Full powers	...
56	Allowing in the case of subordinate staff on transfer actual cost of transport of their conveyance, by rail or other craft. ...	Full powers	Full powers	...
57	Sanctioning temporary advances or withdrawals from the General Provident fund for other than special reasons. ...	Rs. 1,500 (I.G.P) Rs. 800 (Supdts. Jails)	Rs. 1,500	Rs.800 as per Fifth Schedule of G.P.F. Rules
58	Sanctioning temporary advances or withdrawals from the General Provident Fund for special reasons. ...	Rs. 1,500	Rs. 1,500	...
59	According administrative approval to works to be executed by the P.W.D. ...	Rs. one lakh	Rs. one lakh	Rs. 25,000
60	Accepting Tender for purchase of Stores ordered directly by the Department	(a) Full powers (b) Rs. 25,000 each time	(a) Full powers (b) Rs. 25,000 each time	...

K. S. L. SASTRY,
Under Secretary to Government,
Home Department.

ANNEXURE TO G. O. No. HD 23 PRM 72, BANGALORE, DATED 3rd NOVEMBER 1972

Statement—II — **PRISONS DEPARTMENT** — **Special Powers**

Nature of Powers	List of Powers Existing		List of Powers Proposed		
	I.G. of Prisons	Superintendents	I.G. of Prisons	Dy.I.G. of Prisons	Supdts. of Jails
1	2	3	4	5	6	7
1 To sanction additional Warder Establishment according to the prescribed scale. ...	Full powers	...	Full powers		
2 To transfer sanctioned posts from one Jail to another Jail temporarily. ...	Full powers	...	Full powers		
3 To sanction expenditure on account of :					
(i) Clothing & bedding of prisoners. ...	Full powers	...	Full powers	Rs. 1,000	
(ii) Uniforms & equipment of Warders. ...	Full powers	...	Full powers	Rs. 1,000	
4 To sanction the purchase of					
(i) Tools & plan & live stock. ...	Rs. 1,000 each time	Rs. 50 each time	Rs. 5,000 each time	Rs. 1,000 each time.	Rs. 500 each time
(ii) Raw materials ...	Full powers	Rs. 500	Full powers	Rs. 5,000 each time	Rs. 500 each time
(iii) Mill made sloth for manufacture of tents in the Central Prisons, Gulbarga. ...	Full powers		Full powers	Rs. 500 each time	Rs. 250 each time
5 To sanction the direct purchase of the following without the intervention of the S.P.D.					
(i) Diet articles including Vegetables ghee ...	Full powers	Rs. 350 each time When purchases have to be made at [illegible] rs risk [illegible] n tende [illegible] es are [illegible]	Full powers		
(ii) Leather ...					

1	2	3	4	5	6	7
	(iii) in emergent cases yarn Khaki drill mill Khadi rattan whether mixture cloth Khaki turban cloth khaki cloth for manufacture of tents tools & plants ammunition boots, Warder chappals, Khaki cotton patties looms leather belts with pouches ...	Rs. 5,000 each time	Rs. 1, time	Rs. 10,000 each time	Rs. 5,000 each time	Rs. 1,000 each time
	(iv) Medicines & Hospital equipment not supplied by Medical Stores.	Full powers	Rs. 100 each time	Full powers	Rs. 1,000 each time	Rs. 200 each time
	To sanction expenditure on petty construction and repairs of Jail Buildings. ...	Rs. 2,500 each work	...	Rs. 10,000 each work	Rs. 2, 00 each work	Rs. 500 each work
	To sanction the payment of :					
	(i) Charges for performing the last rites of prisoners who die in the Jails and whose bodies are unclaimed. ...	Rs. 50 each time	Rs. 15 each case	Rs. 100 each case	Rs. 50 each case	Rs. 25 each case
	(ii) Charges towards amenities of deserving condemned prisoners including cost of securing the presence of their relatives to visit them. ...	Rs. 25 per prisoner	...	Rs. 50 per prisoner	Rs. 25 per prisoner	Rs. 20 per prisoner
	(iii) Rewards to officials of the Department under Rule 114 of Mysore Jail Manual. ...	Rs. 50	...	Rs. 100 each time	Rs. 50 each time	...
8	To allow commission to dealers of Jail articles ...	6¼ per cent	...	6¼ per cent	...	...
9	To incur expenditure on Harikatha etc., on religious occasions.	Rs. 10 each time Rs. 50 per annum.	...	Rs. 25 each case	Rs. 15 each case	...
10	To accord sanction to the sale of manufactured articles lying unsold for over 5 years at a discount not exceeding 10 per cent of the price originally fixed. ...	Full powers		Full powers		...
11	To purchase materials without referring to S.P.D. in emergent cases.	...	...	Rs. 1,000 each time		...

K. S. L. SASTRY,
Under Secretary to Government,
Home Department.